

U-Idaho Extension | Canyon County Master Gardener Volunteer Plant Clinic

Phone Call	<input type="checkbox"/>
Walk-in	<input type="checkbox"/>
Email	<input type="checkbox"/>

Client Information Form – WEED OR PLANT IDENTIFICATION

Date: _____ Master Gardeners on Duty: _____

Client Name: _____

Address: _____

City: _____ Zip: _____

Phone Number(s): _____ Best Time to Call: _____

Email: _____

Was a sample submitted? YES NO If yes, where is it? Fridge Hallway Other _____

Was a photo submitted? YES NO If yes, where is it? _____

Was this plant found on your property?

Where did you find it?
 Lawn Flowerbed Garden Roadside Pasture Other: _____

Are there any others in the area?

Describe the plant (if only a small sample is submitted):

Height: _____ Spread: _____

Flowers?

Seeds?

Does the plant produce a milky sap when cut?

Does it have an odor?

If it is a weed, do you want a recommendation for control? YES NO

U-Idaho Extension | Canyon County Master Gardener Volunteer Plant Clinic

Client Information Form – WEED OR PLANT IDENTIFICATION

Our Answer/Solution:

Publication(s) given or mailed to client:

Sources Checked:	Page Numbers:

<p>Call is Complete. Client was:</p> <ul style="list-style-type: none"><input type="checkbox"/> Given an answer by phone<input type="checkbox"/> Given an answer by voicemail<input type="checkbox"/> Given an answer in person<input type="checkbox"/> Mailed information<input type="checkbox"/> Emailed information <p><input type="checkbox"/> Sent to _____ for additional help</p> <p>Initial _____, date _____ and place in the FINISHED CALLS box.</p>	<p>Call is <i>Not</i> Complete. Client was:</p> <p><input type="checkbox"/> Called or <input type="checkbox"/> emailed for more information:</p> <table border="1" style="width:100%"><thead><tr><th style="width:25%">Date</th><th style="width:25%">Left Message</th><th style="width:25%">No Answer</th><th style="width:25%">MG on Duty</th></tr></thead><tbody><tr><td> </td><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td><td> </td></tr></tbody></table> <p>Do not try more than three times to reach a client. If you've tried with no luck, check here <input type="checkbox"/></p> <p>Then initial _____, date _____ and place in FINISHED CALLS box.</p>	Date	Left Message	No Answer	MG on Duty												
Date	Left Message	No Answer	MG on Duty														

Call is *Not* Complete. I'm waiting for an answer from someone else:

Sample Photos were sent to _____ on _____
Person or Facility Date

Answer received:

Answer was communicated to client by phone, by message, in person, by mail, by email

Call is Complete. Initial _____, date _____ and place in **FINISHED CALLS** box.